

Report Date: 25 Apr 2012

**Summary Report for Individual Task
031-627-4108
Conduct Debrief at the Incident Command Level
Status: Approved**

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

Condition: As an incident commander, given a standard operating procedure (SOP) and a hazardous material (HAZMAT)/weapons of mass destruction (WMD) incident. This task should not be trained in MOPP.

Standard: Conduct a debrief at the incident command level by identifying the following IAW SOPs and the National Fire Protection Association (NFPA) 472:

- a. The components of a debriefing.
- b. The key topics in a debriefing.
- c. When a debriefing should take place.
- d. Who should be involved in the debriefing.
- e. The procedures for conducting a debriefing.

Special Condition: None

Special Standards: None

Special Equipment:

MOPP: Never

Task Statements

Cue: None

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: None

Performance Steps

1. Identify the three components of an effective debriefing.
 - a. Direction: acquiring focused information, maintaining a forward momentum, and lasting only 1-2 hours.
 - b. Participation: offering an atmosphere to share deficiencies as a positive event, identifying:
 - (1) Observed teamwork, safe operating procedures, and effective response.
 - (2) Shortcomings in operations, procedures, training, and site plans.
 - (3) Unique aspects of the response.
 - c. Solutions: developing constructive recommendations to observed deficiencies.
2. Identify the key topics of an effective debriefing.
 - a. Personnel involved in the response; their objectives and tasks.
 - b. When the objectives were accomplished.
 - c. Extent of success.
 - d. Injuries sustained and subsequent treatment provided.
3. Identify when a debriefing should take place.
 - a. Several days after event when emotional stress has decreased, but,
 - b. Soon after the event, when details remain clear.
 - c. Can be conducted at different times, in separate locations, if needed.
4. Identify who should be involved in the debriefing.
 - a. All participants; response team, and individuals responsible for training, for revising SOPs and emergency response plans (ERPs), and for acquiring resources.
 - b. The critique leader: a respected individual with counseling or arbitrator skills, who is a neutral party, especially for sensitive incidents.
5. Identify procedures for conducting incident debriefings at a HAZMAT/WMD incident.
 - a. Gather specific information from all operational personnel regarding positive and negative, and unique aspects of the response.
 - b. Determine if strategic goals were met, which tasks were performed (by whom, when, and how), and establish an effective incident sequence.

(Asterisks indicates a leader performance step.)

Evaluation Preparation: Setup: In a real or simulated HAZMAT/WMD incident, provide the Soldier with the items listed in the condition statement and direct the Soldier to conduct a debriefing.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Identified the three components of a debriefing.			
a. Direction.			
b. Participation.			
c. Solutions.			
2. Identified the key topics of a debriefing.			
3. Identified when a debriefing should take place.			
4. Identified who should be involved in the debriefing.			
5. Identified the procedures for conducting incident debriefings.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	NFPA 472 2008 ED	National Fire Protection Association, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents, 2008 Ed	No	Yes

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 Environmental-Related Risk Assessment.

Safety: In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Composite Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, NBC Protection, FM 3-11.5, CBRN Decontamination. In a training environment, leaders must perform a risk assessment IAW FM 5-19, Composite Risk Management. Leaders will complete a DA Form 7566 Composite Risk Management Worksheet during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available, and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, NBC Protection, FM 3-11.5, CBRN Decontamination.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks :

Task Number	Title	Proponent	Status
03-1-6592	Establish A CBRN Incident Response Operations Center	03 - CBRN (Collective)	Approved

ICTL Data :

ICTL Title	Personnel Type	MOS Data
CBRN SLC, 2011	Enlisted	MOS: 74D, Skill Level: SL4